GIS Users Group Meeting
June 27, 2008

MINUTES

Attendance:
Trey Cleaton, Land Management & Development (LMD), GIS Division
Kathryn Clifton, LMD, GIS Division
Vickie Eddleman, LMD, Engineering Division
Janet Gapen, LMD, Planning Division
Jennifer Goble, LMD, GIS Division
Jeff Jones, Salisbury-Rowan Utilities (SRU), Planning & Research Division
Patrick Kennerly, SRU, Administration Division
Preston Mitchell, LMD, Planning Division
Marshall Moore, Fire, Training Division
Doug Paris, Administration
Lynn Raker, LMD, Planning Division
Wendy Spry, SRU, Planning and Research Division
Chris Tester, SRU, Engineering Division

1. Welcome and Announcements

   Kathryn Clifton called meeting to order and welcomed those in attendance.

2. GIS Strategic Plan Update, forthcoming August 28th & 29th, 2008

   Kathryn Clifton reminded attendees of the scheduled afternoon session on August 28th and the morning session August 29th. She announced that Doug Paris will be facilitating the meeting. Discussion was turned to Doug Paris, Assistant to the City Manager.

   Doug Paris encouraged representation from all city departments as important to prioritize GIS projects. He stressed that the strategic plan meeting should be guided and directed by users of the data and software. The meeting will focus on two key areas: data inventory needs and delivery methods (how data is used). He again emphasized the importance of adequate staff representation as he will advocate funding for projects collectively viewed as most important.

3. GIS Division website goes live

   Kathryn Clifton called for input, comments or suggestions concerning the new GIS Division website. There were general comments of praise from the attendees; no suggestions for changes and/or improvements were made.

4. Online mapping goes live

   Kathryn Clifton called for input, comments or suggestions concerning the updated online mapping application. She indicated interest in implementing Crystal Reports Server application as a way to create mailings using the online mapping portal. Vickie Eddleman asked for making the legend text larger and adding annotation to the parcels.

   Janet Gapen asked the GIS Division to produce a training document with screenshots of the online application. Kathryn Clifton called for volunteers to beta test the forthcoming training document; volunteers are as follows: Patrick Kennerly, Vickie Eddleman, Craig Powers, Wendy Spry and Preston Mitchell.

   Kathryn Clifton added the opportunity for training focusing on the ArcGIS desktop application. She asked volunteers to list common help issues or obstacles in their everyday work using GIS. An additional help document will be created to address these issues. Kathryn Clifton called for volunteers to beta test the forthcoming training document; volunteers are as follows: Janet Gapen, Jennifer Goble, Wendy Spry and Marshall Moore.

   Jeff Jones suggested an online survey to gauge data needs and characteristics of those using the online mapping application. He gave an example of a repeating question from developers asking about water flow information and water and sewer availability. This survey could be available as a link on the website. Kathryn Clifton called for volunteers to review the survey; volunteers are as follows: Jeff Jones and Patrick Kennerly.

5. ArcGIS Server 9.2 changes

   Kathryn Clifton announced success of the GIS software and database update from ArcGIS version 9.1 to version 9.2. She mentioned herself along with Patrick Kennerly are subject to additional changes soon.

6. Project Updates

   a. Water meter project

   Trey Cleaton provided an update on the water meter project. He indicated that he and GIS Division intern Jennifer Goble have approximately 600 meter locations remaining to GPS. In support of the engineering hydraulic model known as MikeNet (Jeff Jones, SRU) current meter data was joined to consumption data available in the billing database. Work will continue at least through the summer of 2008.

   b. Implementation of the Addresser

   Kathryn Clifton and Scott Davis, a representative from Bradshaw Consulting Services, Inc. (BCS), installed an extension to ArcGIS Desktop known as "TheAddresser". The toolbar manages centerline data and allows for the editing of associated address points. The toolbar is available in ArcMap, and ensures data integrity in the administration of approximately 15,000 addresses in the Salisbury city limits. Training will be provided to users of the toolbar.

   c. Geographic Information Coordinating Council (GICC) Archive Subcommittee

   Kathryn Clifton presented an update of progress regarding data archives. The GICC Archive Subcommittee is making decisions that may impact the availability of older data. Some of the goals of the subcommittee include standardizing the method and frequency of archiving data and providing archived data on servers as opposed to DVD and other media for ease of access.

   Jeff Jones asked about the issues/availability of archival aerial photographs, and the current issues with the overlapping of older imagery. Kathryn Clifton noted that she has sent a sample of the imagery to Sanborn Mapping for review and advice on how to handle the overlapping issue.

   d. Other projects

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    i. Vickie Eddleman has been in contact with Duke Power about updated street lighting information. She expressed interest in creating a streetlight layer of city-owned street lighting.

    ii. Trey Cleaton spoke about the use of CITYgreen software in Salisbury's land use planning. The software was used to perform an urban ecosystem analysis and tree canopy inventory for the western gateway area plan. He mentioned that the planning department will purchase planning support software known as CommunityViz after July 1st, 2008.

7. Customized Training Opportunities

Trey Cleaton expressed on behalf of Jeff Jones the need for mobile GIS training with ArcPad. Jeff Jones and Wendy Spry (SRU) will be using Trimble GPS equipment to collect utilities assets.

Kathryn Clifton has a concept of "Lunch and Learn" where once a month employees may get together during a lunch period to eat and chat about GIS, how it is used in other city departments, and ask questions of the GIS Coordinator.

8. Next Meeting Scheduled

The next GIS Users Group Meeting will be held in conjunction with the GIS Strategic Plan on August 28, 2008 at 1:00 pm at City Hall in the Council Chambers.

The meeting concluded at 10:30 am.